

Lake Champlain Access Television
Meeting of the Board of Directors
November 1, 2010

Present: Colchester Reps: Dick Pecor, Sam Conant, Sharon Osier
Georgia Reps: Carol Jones, Becca Fox, Neil Hilt
Milton Reps: Peter Russon, Bob Sekerak, Kary Towne
LCATV Staff: Kevin Christopher, Buddy Meilleur, Stephanie Harter

At 5:32pm, Dick called the meeting to order.

Approve agenda: Bob made the motion, Sharon second, to approve the agenda. Motion passed.

Board/public/staff comments: Kevin took this opportunity to introduce and welcome new board and staff members. Kevin reported the official results of the election for public representative from Georgia. Sam made the motion, Bob second, to accept the results of the election. Motion passed. Becca Fox is the new public representative from Georgia. Carol Jones represents Georgia as the governmental representative. Stephanie Harter was recently hired as our new Outreach Coordinator.

Approve minutes of September 8, 2010: Sam made the motion, Pete second, to approve the minutes of September 8, 2010. Motion approved.

Old Business:

2011 Contract :At 5:41 pm Pete made the motion, Bob second, to enter Executive Session to discuss contract negotiations. At 6:07 pm Bob made the motion, Sharon second, to exit Executive Session. There was no action as a result of Executive Session.

Reserve Budget planning: Kevin updated us on the Mobile Lab upgrade. He also had sent out a draft of possible upgrades in the current studio. There was no cost estimate of these changes. We need to discuss what might be advisable should we stay in this location vs how much is reasonable to do in the short term / long term as we look to the future. Since we are expanding staff (outreach coordinator) we need appropriate work space. The Board thought it would be worthwhile to get some cost estimate. Kevin will follow up with this for the next meeting.

Digital Media Program (DMP) Future: Kevin presented his proposal in his report. The Board discussed the 3 year plan and how we might continue to support the libraries in other ways, especially now that we have an outreach coordinator. Another option we considered was to expand the role of our field producers to support this type of community program. The Board also discussed equipment maintenance. Since the Board owns the equipment, this is something we would do. After brief discussion on Kevin's proposal, the Board reached consensus on Kevin's proposal. He will draft a letter to each library outlining the 3 year funding plan with our Outreach Coordinator as support person for the libraries.

Service Territory: Stephanie and Kevin have met with several people, including Ruth Waldman—Islands Chamber of Commerce; Kathryn Dimitrich—NW Regional Planning Commission; Phil Perry to discuss service territory. There is a follow up meeting scheduled on 11/22/10 at 8:30 am at the Chamber offices in the Islands (North Hero) to talk about outreach to the Island residents.

New Business:

Field Production Restructure: Kevin presented a job description for field producers and reasons why he felt it would be beneficial to hire them as part-time employees of LCATV rather than subcontractors. Currently we have 5 field producers, including a new hire, Maggie Triggs. The Board discussed the pros and cons. There could be more opportunities post production and possibly work with the library staff in the DMP area. The Board would need to revisit our human resources policy (define part time vs full time / benefits and such). If we were to go ahead with this, it would make sense to do this at the beginning of 2011. Sam made the motion, Bob second, to move forward in making changes in our HR policies to bring the field producers on a LCATV employees, the details to be worked out. Motion passed. Kevin will talk with the current field producers to get their feedback. We will have more information at the next Board meeting.

Outreach Coordinator: Stephanie gave us a summary of all the work she has been doing since she arrived at LCATV. The Board was pleased with her energy and enthusiasm and all the contacts she had made in her first month.

Vermont Access Network (VAN) The next VAN meeting is in Montpelier on 11/9/10 from 10-4. All Board member are welcome to attend. Kevin, Sam and Stephanie will be attending.

Miscellaneous: Kevin reported an LCATV program Opus 19 won an award at the Alliance for Community Media: NE Region. This award was in conjunction with work through the Opus 19 Concert / VT Midi Project. The award will be officially presented in NH on November 13, 2010. Congratulations !

Kevin also reported that he has been talking with St. Mike's staff. They have a new channel opening up. We have worked together in the past and they are interested in more collaboration in the future.

Treasurer's Report: The September 30, 2010, balance sheet was presented. Total current assets are \$438,503.08 with total assets \$502,509.32. Kevin reported that a funding check for about \$80,000 should be arriving shortly.

Future Agenda Items:

First Reading of HR Policy review

Executive Session: At 7:23 pm Sam made the motion, Bob second, to enter Executive Session to discuss Personnel Contract Matters. At 8:15 pm Pete made the motion, Bob second, to exit Executive Session. As a result of Executive Session, the Board agreed to have a subcommittee meet this week to work on personnel contract and report to the Board after they had reviewed staff evaluations.

Next Meeting:

Kevin would like a late November meeting in Georgia **Nov 29, 2010.**

December meeting: Brief meeting then Open House Celebration. **December 13, 2010**

At 8:20 Bob made the motion, Sam second, to adjourn the meeting. Meeting adjourned.

Respectfully submitted,
Kary Towne
Secretary